

South East Washington Counties			Western Washington Counties			DOH staff will assess the vaccine orders as they arrive, and staff assigned to process them as necessary to ensure efficient, timely processing of vaccine orders. On any given day, a staff may become a back-up order processor for counties other than those assigned on this document. Provider shipping information on the order sheet will be verified by staff and in VACMAN by checking multiple fields -- PIN, Name, Address, Contact information etc. VACMAN will be updated based on the order form received from the LHJ. The hard-copy order will be flagged to ensure follow-up in both VACMAN and CHILD Profile Immunization Registry. DOH staff will e-mail or fax LHJs the number of provider orders received and processed each time LHJs send orders for processing as confirmation the orders were received. LHJs should confirm the number of orders received by DOH matches what they sent. If the number is not correct LHJs should contact the DOH staff person assigned to their county to resolve the issue. LHJs should direct their phone and e-mail inquiries to the DOH staff person identified as the primary contact for their county. Staff will check their voice mail at a minium between 11:30 and 12:00 daily, and 4:00-4:30PM daily and follow-up with LHJs the same day. If phone calls or e-mail are not returned, the back-up person should be contacted. The Vaccine Manager can be contacted if issues are unresolved, or phone calls / e-mails not returned. DOH Staff will consult with content experts within the program as needed to ensure appropriate response and actions related to order processing, vaccine storage and handling, etc.,		
Asotin	4		Grays Harbor	22				
Garfield	2		Mason	7				
Columbia	2		Pacific	10				
Walla Walla	8		Pierce	131				
Benton-Franklin	53		Total:	170				
Kittitas	6		Mike Bin	Michael.Bin@doh.wa.gov	360-236-3478			
Yakima	44		Wendy Bowman	Wendy.bowman@doh.wa.gov	360-236-3514			
Klickitat	4							
Total:	123		King County Washington					
Paul Gardipee	Paul.gardipee@doh.wa.gov	360-236-3481	King	320				
Debbie Spink	Debbie.Spink@doh.wa.gov	360-236-3554	Louise Taylor	louise.taylor@doh.wa.gov	360-236-3569			
			Flo Zikas	flo.zikas@doh.wa.gov	360-236-3981			
North West Washington Counties			Steve Bichler	steve.bichler@doh.wa.gov	360-236-3555			
Skagit	23		South West Washington					
Snohomish	72		Clark / Skamania	61				
Whatcom	38		Cowlitz	12				
Total:	133		Wahkiakum	2				
Wendy Bowman	Wendy.bowman@doh.wa.gov	360-236-3514	Total:	75				
Mike Bin	Michael.Bin@doh.wa.gov	360-236-3478	Pamela Johnson	pamela.johnson@doh.wa.gov	360-236-3551			
			Steve Bichler	Steve.Bichler@doh.wa.gov	360-236-3555			
North Peninsula Counties			East / Central Washington Counties					
San Juan	10		Adams	5				
Island	12		Chelan-Douglas	16				
Clallam	24		Grant	19				
Jefferson	7		Lincoln	6				
Kitsap	49		N-E Tri	22				
Total:	102		Okanogan	19				
Flo Zikas	Flo.zikas@doh.wa.gov	360-236-3981	Spokane	79				
Louise Taylor	Louise.Taylor@doh.wa.gov	360-236-3569	Whitman	12				
			Total:	178				
South Sound Central			Debbie Spink	Debbie.spink@doh.wa.gov	360-236-3554		Vaccine and IP Registry Integration Manager	
Lewis	22		Paul Gardipee	Paul.gardipee@doh.wa.gov	360-236-3481		Jan Hicks-Thomson	Jan.Hicks-Thomson@doh.wa.gov
Thurston	41							360-236-3578
Total:	63							
Steve Bichler	Steve.bichler@doh.wa.gov	360-236-3555						
Pamela Johnson	pamela.johnson@doh.wa.gov	360-236-3551						